



## GUIDELINES FOR LEARNING TECHNOLOGIES COMPETITIVE GRANT 2009

### CADRE 3

#### Program Overview

**Purpose:** The Learning Technologies Competitive Grant Program offers an opportunity to improve core-subject classroom teaching and learning through the use of technology in Indiana schools. Funds awarded under this grant should support the acquisition of technology and the capacity to leverage the technology for student learning. The Indiana Department of Education (IDOE) will fund Learning Technologies projects that align with the State Vision plan to ensure that the academic achievement and career preparation of all Indiana students will be the best in the United States and on par with the most competitive countries in the world. Important aspects of this plan include the following:

- Improve instructional quality and enhance school governance and leadership
- A focus on improving student achievement in math and reading through technology (STEM and AP projects are also encouraged)
- Support a strategic project aimed at integrating rigorous academic standards and technology
- Project/plan is aligned to an approved 3-year Technology Plan

**Eligibility:** To determine eligible school corporations for competitive grants, the IDOE created a Need Index that is based on the following criteria:

- **High need threshold**
  - Corporations that had higher than the average percent of students in poverty (13.27%) or higher than average number of students in poverty (587) based on census poverty data. **Note that free and reduced lunch was not used to make this determination.**
  - High need for charters was based on free and reduced lunch since they do not have census poverty data. The cut for these schools was 40% or greater free and reduced lunch.
- **School in need of improvement**
  - Corporations that met the poverty threshold and served at least one school “in need of improvement” per section 1116 of NCLB were added to the list of eligible corporations.
  - Charters that were in need of improvement and met the poverty threshold were added to the list as well.
- **Technology need**
  - Some charter schools that made the poverty threshold were added to the final list based on technology need

### Cadre 2 award recipients are not eligible to participate in Cadre 3.

**Partnerships:** An eligible public school corporation may submit a proposal as part of a partnership with another corporation or school that can demonstrate teachers are effectively integrating technology and proven teaching practices into core-subject classrooms. Such a partnership will increase the base award of the eligible school corporation by 50% with the expectation that this increase in award funds will be used by the partner. An eligible school corporation may submit and participate in only one proposal. A partnership will submit only one proposal with one budget; **the eligible corporation will act as the fiscal agent for each of the partners.** A list of eligible public school corporations who qualify to participate can be found at <http://www.doe.in.gov/olt/documents/Cadre3EligibleCorps.pdf>. Eligible school corporations may partner with entities other than public school corporations. While this type of partnership will not increase the base award, it is certainly considered to be viable. The focus here should be on the capacity of this partnership to increase student achievement.

**Private/Non-Public School Participation:** A school corporation must comply with **Section 9501** regarding participation by private school teachers and children. (<http://www.ed.gov/legislation/ESEA02/pg111.html#sec9501>) As per federal legislation, private schools that serve low achieving, low performing students and teachers who are most in need are eligible to participate. Non-public schools must be able to actively participate in all areas of the proposed plan. Ownership of equipment remains with the LEA. Written documentation must be on file for all private schools that decline to participate.



**Funding:** This grant program is funded through the Federal program Enhancing Education through Technology Title II D with funds made available under the American Recovery and Reinvestment Act of 2009 (ARRA). Full details of this plan can be found at <http://www.doe.in.gov/olt/LearningTechnologiesGrants.htm#Cadre3>.

Funding limits are as follows:

- \$100,000 for school corporations with an ADM 500 or less
- \$100,000 plus \$25.00 for each ADM over 500 not to exceed \$300,000
- Partner award amounts will be based 50% of the eligible school corporation award

As per federal regulations, **twenty-five percent (25%) of the total awarded funds must be used for professional development opportunities that promote innovative strategies for instruction and are designed to impact instructional quality in a sustainable and measurable way.** Each applicant will conduct interim evaluations of their projects to monitor their progress and success. The DOE will conduct an evaluation of each implementation as well.

### Technical Assistance

IDOE will provide technical assistance through phone calls and emails. There will be a WebEx conference to answer any questions and provide additional assistance. The conference date is:

October 28<sup>th</sup> 2009 9:00 AM

Instructions for accessing the WebEx meeting can be found at <http://www.doe.in.gov/olt>

This WebEx conference will be recorded and made available on our website.

**Here are some key observations/concerns from our grant readers regarding past grant proposal.**

- A lack of buy-in from both top level administrators and teachers
- Proposals involving custom software development
- Proposals with a heavy emphasis on drill-based software
- Proposals that appear to be more about hardware than improving instruction
- PD that isn't directly connected to the proposal

Each grant proposal will be read and scored twice and the average of these scores is retained. Members from the grant selection team may contact school corporations for clarification. The Cadre 3 Rubric can be found at <http://www.doe.in.gov/olt/documents/Cadre3Rubric.pdf>.

### Application

The EETT 2009 Cadre 3 (Stimulus-ARRA) grant application is available online to eligible schools at the following web address. Corporations will need to login with their corporation PIN to access the application.  
<https://dc.doe.state.in.us/DOEOnline/LearnTech/LearnTechGrant.aspx>

The application has 6 sections. Please fill out all sections that are applicable to the proposal. Proposals must be submitted electronically by November 30<sup>th</sup>, 2009. Projects proposed including all professional development activities must be completed by September 30, 2011 and payment for services must be completed by December 31, 2011.

**Section I, General Information:** Enter all of the general information about the proposed project. Please list all management team members including teachers, technology personnel, library media specialists, principals and other personnel both from the eligible school corporation and from partner corporations/schools who will work on ensuring the success of this grant.  
**Participating private/non-public school information should also be listed in this section.**

**Section II, Abstract:** The project abstract should offer a clear and concise summary of the learning needs addressed in the project and the proposed solution. It should provide a strong rationale for funding this project. (limited to 4,000 characters)



**Section III, Grant Narrative:** (There is a 4,000 character limit on each of these sections)

- *Needs & Baseline Data – Where are you now?*

The needs section must address improvement in instructional practices related to current technology use in the classroom and its impact on student achievement and teacher practices. Be specific in describing the academic need as determined by student performance on ISTEP+, CORE 40 End-of-Course exams or as identified in the LEA's PL221 plans.

- *Goals and Objectives – Where do you want to go?*

Describe the student outcomes to be accomplished through this project. Objectives and goals should be strongly and clearly linked to student learning, Indiana Academic Standards, the School Improvement Plan and the needs as stated in *Needs & Baseline Data*. The objectives should be clearly measurable and describe how the goals will be met.

- *Methods and Activities – How will you get there?*

Specifically identify curricula and teaching strategies for using technology to enhance student achievement. Activities need to be developmentally appropriate and student-centered.

- *Professional Development – What will teachers be doing to help?*

**Twenty-five (25%)** of the base award must be used for professional development activities that will support the integration of technology into teaching and the curriculum. Identify professional development needs and the specific plan for meeting those needs that ensures that the methods and activities you have described will be successful in reaching the project objectives.

- *Formative and Summative Evaluation – How will you monitor your progress?*

The project evaluation must measure results, not efforts. Describe how you will measure progress and success during the implementation of this project. IDOE will conduct a summative evaluation for the conclusion of the project.

- *Local Matching Funds – How will you realign local resources around this project?*

Please describe how local fund contributions will be leveraged to support the program proposed in this application. There is a place to enter the total dollar amount.

- *Partnerships – What partnerships will be formed?*

Describe the partner school and the expertise that they will provide in the area of classroom use of educational technology. Discuss the provisions that will be made to ensure collaboration between teachers, parents, students, and community members for improved teaching and learning through technology. **(See above for more details on partnerships)**

**Section IV, Budgets:** There is one budget for your project. **You are required to fill out 2 views of the budget.**

- **Activities Budget** -- The Activities budget is a listing of all your expenditures by activity. List each activity/acquisition on a separate line. Round all figures to the nearest dollar.
  - Partner expenditures are listed separately from the eligible corporation activities.
  - Private/Non-Public schools should be listed with the eligible corporation activities.
  - State Evaluation (2%) is not listed on this budget.
  - Administration costs and restricted indirect costs are not listed on this budget.



- **Federal Budget** -- This is a collapsed view of your purchases by categories of activity defined by the Title II legislation. Round all figures to the nearest dollar. Private/Non-Public schools participating (expenditures, number of students, number of teachers) should be listed separately on the federal budget.
  - The 2% State Evaluation is automatically calculated at the top of this application.
  - The Funds Available figure is also at the top of this page. As you enter values the Funds Available will decrease.
  - Private/Non-Public School expenditures are listed separately on this budget.
  - Partner expenditures are contained within the eligible schools expenditures.
  - Professional development expenditures are listed only in lines 1a, 1b, 1c.
  - Line C (Program Costs) should equal Program Costs from the Activities Budget.

You are allowed to allocate funds up to 5% of the base award for administration and/or technical assistance. There is a place to list the 5% Administration on the Federal Budget. **Funds may not be used to supplant existing programs or other funding commitments.**

**Section V Assurances:** Please read and check-off each of the assurances.

**Section VI Signatures:** The name of the person authorized to submit the grant must be included here.

#### Contact Information

Feel free to contact our office at any time with questions or concerns.

[EdTechGrants@doe.in.gov](mailto:EdTechGrants@doe.in.gov)

317-232-9125, Option 3